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Undergraduate Curriculum Council Minutes

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### 2022 October 12 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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**Undergraduate Curriculum Council  
Meeting Notes  
October 12, 2022**

**Members Present** Rhonda Brodrick, Scott Contreras-Koterbay, T. Jason Davis, Mathew Desjardins, Chelsie Dubay, Cynthia Edwards, Tabitha Fair, William Flora, Julie Fox-Horton, Myra Jones, LeAnn Olson, Evelyn Roach, Laurie Schroder

**Members absent** Julie Bowers (class conflict), Colin Glennon (class conflict), Stacie Hill, Jennifer Young (conference)

**Guests Present** William Duncan, Michelle Freeman, Keith Green, Alan Holmes, Keith Johnson, Kenneth Kellogg, Melissa Schrift, Alan Stevens, Amber Street, Karen Tarnoff, Christian Zembower

The UCC meeting was called to order at 2 p.m. by Jason Davis. The meeting was conducted virtually using Zoom. Roll was taken by Rhonda Brodrick.

**Old Business**

Mathew Desjardins moved to approve the September 14, 2022 minutes. Scott Contreras-Koterbay seconded. The motion passed with one abstention.

***Terminate Academic Program or Concentration: Bachelor of Fine Arts: Art Major, B.F.A. Studio Art Concentration***

This proposal was reviewed by UCC members after the September 14 meeting; voting was conducted electronically. The proposal was approved by majority vote.

**New Business**

***New Course: MUSC 1205 - Buccaneer Brass***

Christian Zembower provided an overview of the new 1 credit course for members of the pep band that plays at ETSU basketball games. The pep band is the only ensemble without class credit.

Prior to the meeting, Primary Reviewers Julie Bowers and Mathew Desjardins contacted Christian Zembower to clarify information related to the Academic Credit & Number Justification. With permission from the originator, one minor edit was completed prior to the meeting.

Confirmation from Primary Reviewers Julie Bowers (by e-mail) and Mathew Desjardins

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Music and the College of Arts & Sciences
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course appropriate at 1000 level
- ✓ Credit hours appropriate at 1

Mathew Desjardins motioned to approve the proposal as written. Tabitha Fair seconded. The motion passed unanimously.

**Revise Course: Substantial Modification MUSC - 4530 - Music Technology**

Alan Stevens provided an overview of the revision which increases course credits from 2 to 3. The course was built as a 2-credit course, but faculty have been unable to cover the content within the allotted time frame.

Prior to the meeting, Primary Reviewers Julie Fox-Horton and Mathew Desjardins contacted Alan Stevens to clarify information related to the Academic Justification, Attendance Policy, and Academic Misconduct Policy. With permission of the originator, minor edits were completed prior to the meeting.

Confirmation from Primary Reviewers Julie Fox-Horton and Mathew Desjardins

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Music and the College of Arts & Sciences
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course
- ✓ Course appropriate at 4000 level
- ✓ Credit hours increase to 3 is appropriate

Julie Fox-Horton motioned to approve the proposal as currently written. Mathew Desjardins seconded. The motion passed unanimously.

**Revise Curriculum: Substantive – BA Music, Composition Concentration**

Alan Stevens provided an overview of the proposed revision which removes MUSC 4530 Music Technology from the core and replaces it with two additional semesters of MUSC 1000 Symposium. The proposal also removes the minor requirement.

Prior to the meeting, Primary Reviewers Tabitha Fair and Chelsie Dubay contacted Alan Stevens to clarify information related to the Academic Justification, Expected Learning Outcomes, and Current/Proposed Program of Study. With permission of the originator, minor edits were completed prior to the meeting.

Confirmation from Primary Reviewers Tabitha Fair and Chelsea Dubay

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Music, College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Tabitha Fair motioned to approve the proposal as written. Chelsie Dubay seconded. The motion passed unanimously.

**Revise Curriculum: Substantive – BA Music, Contemporary Music Performance**

Alan Stevens provided an overview of the proposed revision which increases the credits from 2 to 3 for MUSC 4530 Music Technology and adds ensemble options as directed by the National Association of Schools of Music.

Confirmation from Primary Reviewers Tabitha Fair and Chelsea Dubay

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Music, College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Tabitha Fair motioned to approve the proposal as written. Chelsie Dubay seconded. The motion passed unanimously.

**Revise Curriculum: Substantive – BA Music, Music History Concentration**

Alan Stevens provided an overview of the proposed revision which is proposed in response to recommendations from the National Association of Schools of Music. The revision removes MUSC 4530 from the core and adds courses from other departments to diversify the history course options.

Prior to the meeting, Primary Reviewers Julie Fox-Horton and Jennifer Young contacted Alan Stevens to clarify information related to the Academic Justification and Current and Proposed Program of Study. With permission of the originator, minor edits were completed prior to the meeting.

Confirmation from Primary Reviewers Julie Fox-Horton and Jennifer Young (by e-mail)

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Music, College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Julie Fox-Horton motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed unanimously.

**Revise Curriculum: Substantive – BA Music, Performance Concentration**

Alan Stevens provided an overview of the proposed revision which increases credits for MUSC 4530 Music Technology, moves MUSC 4530 from the core to the concentration, and adds two semesters for MUSC 1000 Symposium. The proposal also categorizes ensembles as major and small and expands options in the Literature and Pedagogy requirement.

Confirmation from Primary Reviewers Jennifer Young (by e-mail) and Julie Bowers (by e-mail)

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Music, College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Mathew Desjardins motioned to approve the proposal as written. LeAnn Olson seconded. The motion passed unanimously.

### **New Course: ACCT 4910 - Accounting Capstone**

Michelle Freeman provided an overview of the new course which was developed in response to changes AICPA plans to make to the CPA exam beginning January 2024. The course will address content gaps related to the exam revision and give students the opportunity to apply concepts from several accounting courses prior to graduation.

Prior to the meeting, Primary Reviewers Laurie Schroder and LeAnn Olson found the proposal to be well written with no issues.

Confirmation from Primary Reviewers Laurie Schroder and LeAnn Olson

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Accountancy and the College of Business & Technology
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course
- ✓ Course appropriate at 4000 level
- ✓ Credit hours appropriate at 3

Laurie Schroder motioned to approve the proposal as written. LeAnn Olson seconded. The motion passed unanimously.

### **Revise Curriculum: Non-Substantive – BBA Accounting**

Michelle Freeman provided an overview of the proposed revision which replaces ACCT 4620 Audit Practice with ACCT 4910 Accounting Capstone. There is no change in credit hours.

Prior to the meeting, Primary Reviewers Laurie Schroder and LeAnn Olson found the proposal to be well written with no issues.

Confirmation from Primary Reviewers Laurie Schroder and LeAnn Olson

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Accountancy, College of Business & Technology, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

LeAnn Olson motioned to approve the proposal as written. Laurie Schroder seconded. The motion passed unanimously.

### **Establish Program Policy: B.S. Engineering Technology - Graduation**

Karen Tarnoff provided an overview of the proposed policy. In the College of Business & Technology, several departments currently require a faculty created exit exam. Other departments are moving to include an exit exam to comply with ABET and SACSCOC accreditation standards.

Prior to the meeting, Primary Reviewers Scott Contreras-Koterbay and Jonathon Taylor contacted Kenneth Kellogg to clarify information related to the Academic Justification and Impact of Policy.

During the meeting, questions were raised about requiring students to pass the examination as a condition for graduation. Dr. Tarnoff explained the cut scores are not rigid but set according to average performance on the exam. The pass requirement is there to encourage students to take the examination seriously. Students may retake the exam multiple times over a one-month period to attain the cut score. Failure of these types of exams has not been an issue in the college, and graduations have not been delayed.

Confirmation from Primary Reviewers Primary Reviewers Scott Contreras-Koterbay and Jonathon Taylor

- ✓ Proposed policy consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying, College of Business & Technology, and university

Jonathon Taylor motioned to approve the proposal as written. Chelsie Dubay seconded. The motion passed unanimously.

### ***New Course: ANTH 2020 – Culture, Health, and Medical Humanities***

Melissa Schrift provided an overview of the new course which is an introductory course for the Culture and Health Minor revision and an elected course in the Anthropology major.

Prior to the meeting, Primary Reviewers Tabitha Fair and Laurie Schroder contacted Melissa Schrift to clarify information related to the Academic Justification, Expected Learning Outcomes, Attendance Policy, and Delivery Format. With permission of the originator, minor edits were completed prior to the meeting.

Confirmation from Primary Reviewers Tabitha Fair and Laurie Schroder

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Sociology & Anthropology and the College of Arts & Sciences
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course appropriate at 2000 level
- ✓ Credit hours appropriate at 3

Tabitha Fair motioned to approve the proposal as written. Laurie Schroder seconded. The motion passed unanimously.

### ***New Course: ANTH 2050 – Sex, Gender, and Ritual across Cultures***

Melissa Schrift provided an overview of the new course which will serve as an elective in the Culture and Health minor and the Anthropology major. The course will offer increased perspectives of culture, gender, and sexuality.

During the meeting, LeAnn Olson verified there was no overlap with courses in Women's Gender and Sexuality Studies and Social Work.

Confirmation from Primary Reviewers LeAnn Olson and Jennifer Young (by e-mail)

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Sociology & Anthropology and the College of Arts & Sciences

- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course appropriate at 2000 level
- ✓ Credit hours appropriate at 3

LeAnn Olson motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed unanimously.

***New Course: ANTH 2060 – Aztecs, Maya, and Mesoamerica***

William Duncan and Melissa Schrift provided an overview of the new course which introduces students to a geographically & culturally critical region by bridging historical and contemporary issues.

Prior to the meeting, Primary Reviewers Julie Bowers and Julie Fox-Horton contacted Melissa Schrift to clarify information related to the Academic Justification. With permission of the originator, minor edits were completed prior to the meeting.

Confirmation from Primary Reviewers Julie Bowers (by e-mail) and Julie Fox-Horton

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Sociology & Anthropology and the College of Arts & Sciences
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course appropriate at 2000 level
- ✓ Credit hours appropriate at 3

Julie Fox-Horton motioned to approve the proposal as written. Tabitha Fair seconded. The motion passed unanimously.

***New Course: ANTH 2070 – Race, Science, and Human Variation***

William Duncan and Melissa Schrift provided an overview of the new course which will be an elective for the Anthropology major and a core requirement for the Culture & Health minor.

Prior to the meeting, Primary Reviewers Julie Bowers and Julie Fox-Horton contacted Melissa Schrift to clarify information related to the Academic Justification. With permission of the originator, minor edits were completed prior to the meeting.

Confirmation from Primary Reviewers Julie Bowers (by e-mail) and Julie Fox-Horton

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Sociology & Anthropology and the College of Arts & Sciences
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course appropriate at 2000 level
- ✓ Credit hours appropriate at 3

Julie Fox-Horton motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed unanimously.

### **New Course: ANTH 3200 – Anthropology of the Body**

Melissa Schrift provided an overview of the new course which will be an elective course for the Culture and Health minor and the Anthropology major.

Prior to the meeting, Primary Reviewers Jonathon Taylor and Mathew Desjardins contacted Melissa Schrift to clarify information related to the Academic and Credit Number Justification, Grading Scale, and Attendance Policy. With permission of the originator, minor edits were completed prior to the meeting.

Confirmation from Primary Reviewers Jonathon Taylor and Mathew Desjardins

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Sociology & Anthropology and the College of Arts & Sciences
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Mathew Desjardins motioned to approve the proposal as written. Jonathon Taylor seconded. The motion passed unanimously.

### **Revise Academic Minor – Culture and Health**

Melissa Schrift provided an overview of the proposal which removes discontinued or infrequently taught courses, adds new and/or revised courses that will be taught consistently, and streamlines the curriculum for the minor (from 21 to 18 credits).

Prior to the meeting, Primary Reviewers Scott Contreras-Koterbay and Matthew Desjardins contacted Melissa Schrift to clarify information related to the Impact of Revision, Program Revision, and Final Revision.

Confirmation from Primary Reviewers Scott Contreras-Koterbay and Matthew Desjardins

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Sociology & Anthropology, the College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Scott Contreras-Koterbay motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed unanimously.

### **Establish Minor – Ethics**

Keith Green provided an overview of the proposal which creates a new minor from existing courses and resources. Unlike the other two philosophy concentrations, the Justice, Ethics, and Law concentration has never had a minor. There is increasing demand for a minor linked to ethics, especially bioethics and medical humanities. None of the courses for the minor are part of the philosophy core.

Prior to the meeting, Primary Reviewer Scott Contreras-Koterbay contacted Keith Green to clarify information related to the Academic Justification.



During the meeting, the final two sentences of the Academic Justification were edited to read “The minor represents the best stewardship of the courses, personnel, and other resources currently available in the philosophy department at ETSU. The minor, moreover, addresses the need of changing job qualifications in the area of ethics.”

Confirmation from Primary Reviewer Scott Contreras-Koterbay

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Philosophy & Humanities, the College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Scott Contreras-Koterbay motioned to approve the proposal with the edit completed during the meeting. Mathew Desjardins seconded. The motion passed unanimously.

### **Revise Curriculum: Non-Substantive – B.S.W.**

Amber Street provided an overview of the proposed revision which removes SOWK 110 Social Service Resources and increases credit for SOWK 4451 Field Education Practicum 1 from 3 to 4 credits.

Prior to the meeting, Primary Reviewers Laurie Schroder and Chelsie Dubay found the proposal to be well written with no issues.

The proposal to increase the credits for SOWK 4451 Field Education Practicum 1 is still in the pipeline and should be at the UCC level by the next meeting. Approval of this proposal is dependent on approval of the SOWK 4451 proposal. The SOWK 4451 proposal should be on the October 26 UCC Agenda.

Confirmation from Primary Reviewers Laurie Schroder and Chelsie Dubay

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Social Work, College of Clinical & Rehabilitative Health Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Chelsie Dubay motioned to approve the proposal pending approval of the SOWK 4551 Field Education Practicum 1 proposal. Laurie Schroder seconded. The motion passed unanimously.

### **Revise Articulation Agreement – Dual Degree Anthropology A.A. and Social Work B.S.W.**

Amber Street provided an overview of the proposed revision which removes SOWK 1100 Social Service Resources and increases the credits for SOWK 4451 Field Education Practicum 1 from 3 to 4.

Prior to the meeting, Primary Reviewer Jonathon Taylor contacted Amber Street to clarify whether SOWK 1100 should be completely removed in the revision. With permission of the originator, minor edits were completed prior to the meeting.

Approval of this proposal is also dependent on approval of the SOWK 4451 proposal.

Confirmation from Primary Reviewer Jonathon Taylor

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Social Work, College of Clinical & Rehabilitative Health Sciences, College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Jonathon Taylor motioned to approve the proposal pending approval of the SOWK 4551 Field Education Practicum 1 proposal. Scott Contreras-Koterbay seconded. The motion passed unanimously.

**Revise Articulation Agreement – Dual Degree Psychology B.S. and Social Work B.S.W.**

Amber Street provided an overview of the proposed revision which removes SOWK 1100 Social Service Resources and increases the credits for SOWK 4451 Field Education Practicum 1 from 3 to 4.

Prior to the meeting, Primary Reviewers LeAnn Olson and Tabitha Fair found the proposal to be well written with no issues.

Approval of this proposal is also dependent on approval of the SOWK 4451 proposal.

Confirmation from Primary Reviewers LeAnn Olson and Tabitha Fair

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Social Work, College of Clinical & Rehabilitative Health Sciences, College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Tabitha Fair motioned to approve the proposal pending approval of the SOWK 4551 Field Education Practicum 1 proposal. LeAnn Olson seconded. The motion passed unanimously.

**Other Discussion:** None

Jason Davis adjourned the meeting at 3:30 pm.

Respectfully submitted,

Rhonda Brodrick, UCC Secretary

Approved 10/26/22